



Maine Department of Transportation
Direct Hire Vacancy
GIS Coordinator

Bulletin 12-19

CODE: 9554 **RANGE:** 20 (\$31,304.00 - \$42,182.40 annually)
This position currently has an additional market pay adjustment of 30%

Value of State-paid Health & Dental Insurance
\$341.08 bi-weekly: Greater than \$30,000.00 or equal to \$79,999.00 –
10% Employee Contribution of Premium
Value of State's share of employee's retirement: 11.54 % of pay

SEARCH OPENED: 01/30/12

CONTACT: Stephanie Bunker

CLOSING DATE: 02/13/12; 4:30 p.m.

TELEPHONE: (207) 624-3059

POSITION TYPE: Permanent full-time **LOCATION:** Augusta **POSITION #:** 02500-2511

BUREAU/DIVISION: Results and Information Office

JOB DESCRIPTION: The person in this position will work with employees throughout the Department to coordinate and perform tasks regarding use of the Department's GIS resources in order to meet and fulfill spatial analysis, reporting, and mapping needs of internal and external consumers of GIS data and related products. The person in this position will provide GIS support and training directly to users and help deliver standard training modules for employees and use advanced ArcGIS and analytical skills to assist with development and improvement of geospatial representations and related data. This person will also take-on and/or coordinate ad-hoc querying, analysis, reporting, and mapping projects for customers whenever it is not possible or appropriate for customers to generate the products themselves. Work is performed general supervision.

MINIMUM QUALIFICATIONS: A Bachelors Degree in one of the Physical or Biological Sciences and two (2) years of experience in GIS operation and natural resources analysis. Equivalent experience may be substituted for education on a year-for-year basis.

SELECTION PROCESS: Applicants must forward a cover letter, current resume, and a completed Direct Hire application to: MaineDOT, Human Resources, Attn: Stephanie Bunker, 16 State House Station, Augusta, ME 04333-0016, **no later than 4:30 p.m., Monday, February 13, 2012.** Internal transfers (those already in the above classification for MaineDOT) who are interested in an interview may contact Jean Higgins at (207)624-3675 to be interviewed along with certified candidates. Specific job related questions may be directed to **Nate Kane at (207) 624-3297.** Applications are available by calling, (207)624-3050, and on the MaineDOT website: www.maine.gov/mdot.

PLEASE NOTE: AN EMPLOYEE WHO TRANSFERS TO A POSITION IN THE PRO/TECH, SUPERVISORY, OR ADMINISTRATIVE SERVICES BARGAINING UNITS OF MSEA MUST REMAIN IN THAT POSITION A MINIMUM OF SIX (6) MONTHS BEFORE HE/SHE IS ELIGIBLE TO APPLY FOR ANOTHER TRANSFER. THIS REQUIREMENT DOES NOT APPLY TO SEASONAL EMPLOYEES.